

Message

From: Rourk, Alexis [Rourk.Alexis@epa.gov]
Sent: 5/15/2017 5:26:21 PM
To: Finman, Hodayah [Finman.Hodayah@epa.gov]; A: G7logistica [G7logistica@minambiente.it]; 'A: G7emm' [G7emm@minambiente.it]
CC: Ex. 6 - Personal Privacy; Phillips, Anna [Phillips.Ann@epa.gov]; Besch, Brianna [besch.brianna@epa.gov]
Subject: RE: US focal point for G7 EMM

Thank you, Hodayah! I would like to echo Hodayah's appreciation for all the efforts made thus far. I will be standing by to receive the online registration system log in information, as well as to respond to any information requests you may have for us.

Kind regards,

Alexis

From: Finman, Hodayah
Sent: Friday, May 12, 2017 9:43 AM
To: A: G7logistica <G7logistica@minambiente.it>; 'A: G7emm' <G7emm@minambiente.it>
Cc: Ex. 6 - Personal Privacy Phillips, Anna <Phillips.Ann@epa.gov>; Besch, Brianna <besch.brianna@epa.gov>; Rourk, Alexis <Rourk.Alexis@epa.gov>
Subject: RE: US focal point for G7 EMM

Dear Colleagues, given the workload to prepare for the EMM please accept the nomination of Alexis Rourk as the US focal point for meeting preparations. Her contact information is below.

Best, Hodayah

Alexis Rourk
Rourk.Alexis@epa.gov
+1 202 564 3179

From: Finman, Hodayah
Sent: Thursday, May 11, 2017 3:36 PM
To: 'A: G7logistica' <G7logistica@minambiente.it>; 'A: G7emm' <G7emm@minambiente.it>
Cc: Ex. 6 - Personal Privacy Phillips, Anna <Phillips.Ann@epa.gov>; Besch, Brianna <besch.brianna@epa.gov>
Subject: US focal point for G7 EMM

Dear Colleagues,

Thank you for organizing the G7 Environment Ministers Meeting. We appreciate all of the effort you have put forth thus far and are looking forward to a successful Meeting in Bologna.

The US would like to designate Brianna Besch to be the focal point for the online accreditation system and logistics. Her contact information is: Besch.brianna@epa.gov, +1 202 564 4146. If you could provide her with access to the online system she will begin entering information on our delegation as we have it.

We were also hoping you would be able to answer several questions we have on logistics. We understand that you might not yet have all of these details arranged but any information you do have would be helpful for our planning.

- 1) How many delegation members will be able to sit in the room for the EMM – how many will be seated at the table with our Administrator and how many seats will be available behind the main table or elsewhere in the room?
- 2) Will there be a close-loop stream of the event in an overflow room for members of the delegation not in the room to watch?
- 3) Have you identified a seating chart for the EMM yet? If so, do you know which delegations will be seated on either side of the US?
- 4) We were told a delegation room would be made available during the ministers meeting. Could you provide some more details on this room, including how large it will be? Could it be used to host bilateral meetings or should we identify another space for official meetings?
- 5) Will there be printing facilities available during the meeting?
- 6) While the ministers will be attending the working lunches will there be food available for other members of the delegation not in the room? or should we make our own meal arrangements?
- 7) Could we get a head of delegation participant list, including non-G7 ministers that will be attending the meeting?
- 8) For the firms side event, how many representatives can each firm bring? Would it be possible to have a CEO or high-level representative +1?
- 9) Information on the hotels for the delegations with more than 5 people and for the universities and firms would be most welcome including cost for the room.
- 10) Will the reports from the side events be given by only the rapporteur or will side event attendees be in the room for this section?
- 1) We thank you for your incredibly kind invitation for Ms. Pruitt to attend the official dinner on Sunday, June 11th. We were wondering if you had identified where she might be seated at the dinner, ie with Administrator Pruitt?

Thank you so much and please let us know if you need additional information on the US delegation at this time. We are looking forward to working with you.

Best,
Hodayah

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